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OFFICE OF TRAINING

DIRECTIVE

April 1954

COURSE: BIC(I)

SUBJECT: Editing Exercise

HOURS: 2

METHOD OF PRESENTATION: Written Problem; critique INSTRUCTOR: [REDACTED] 25X1A9a

OBJECTIVES OF INSTRUCTION: To familiarize students with aspects of the report forms used in information reporting; to provide an opportunity for the selection and organization of intelligence information; to acquaint students with some of the problems the field reporter must solve in order to write coherent and useful reports.

SUMMARY OF PRESENTATION: The student is presented with a raw report which has presumably come to him, as a case officer, from one of his sources, and with a CS field report form. He must then complete all of the elements of the heading, select and organize the pertinent information, and decide what comments, if any, are necessary. In conclusion the entire project is reviewed to highlight the problems which are involved and to attempt to reach general understanding of the mechanics and techniques used in the preparation of an information report.

SUBJECTS WITH WHICH COORDINATION IS REQUIRED:

REFERENCES:

REMARKS:

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